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DDA 85-0060/7
22 February 1985

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 22 February 1985

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

e. The Executive Development Program's elective seminar on "CIA and the Congress," which was postponed in January 1985, will be conducted in April. Efforts are continuing by the Office of Legislative Liaison to have Lee Hamilton, Chairman, House Permanent Select Committee on Intelligence, and the Staff Directors for both the House and Senate Committees participate in the seminar.

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25X1 f. [redacted] Supply Division, Office of Logistics, attended the Annual Loaned Executive Critique Session and Awards Conference for the Combined Federal Campaign on 20 February. Session topics included discussions on the role of the loaned executive, 1985/1986 campaign strategy, and campaign materials and promotion. The Honorable John R. Block, Secretary of Agriculture, conducted the awards ceremony.

25X1 g. On 21 February, the DDA hosted Ambassador Ronald I. Spiers, Under Secretary for Management/DoS, and 14 of his senior officers, to a retreat at [redacted]

25X1 Friday. The list of DoS attendees is attached. Ambassador Spiers told the DDA that he thought the retreat was a raving success. Each of the State participants and our DDA Office Directors gave brief presentations of items of mutual interest where we could share innovation, develop strategies, get to know each other better, foster understandings and improve working relationships. Topics ranged from the use of the polygraph, psychiatric screening of applicants, the Administration and Congress' review of the Federal Retirement Systems, SAFE and AIM. State's Comptroller and our Director of Finance described new initiatives to automate their budget, finance and accounts systems. The Director, FSI and our Director of Training described our mutual collaboration where we participate heavily in each others training programs, and Ambassador Low described State's plans for a Foreign Affairs Training Center in 1988 [redacted] The Director, FBO described his program for building new embassies abroad and his contract study for design of embassies of the future where innovative improvements would be made to protect against terrorism and other threats. The Security Director at State outlined his initiatives for improving State's Overseas Security Enhancement Program. They briefed us on their initiatives in automation and in communication. The session was informal, candid and useful. The State officers commented that it was very nice for them to also have had an opportunity to talk to each other. We gained insight into ways to defend CIA Retirement and learned how State plans to defend its Foreign Service Retirement System.

3. Significant activities anticipated during the coming week:

25X1 a. On Wednesday, 27 February, the DDA will host a luncheon for the Director and Deputy Director, Federal Law Enforcement Training Center, Glynco, Georgia.

[redacted]
Harry E. Fitzwater

Attachment:
As stated

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ORIG:DA/PO [redacted];be(22 Feb 85) [redacted]

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S E C R E T

ATTACHMENT

Ambassador Ronald I. Spiers
Under Secretary for Management

Mr. Sheldon J. Krys
Special Assistant to the Under Secretary for Management

Ambassador Willard A. DeFree
Director, Management Operations

Mr. Roger B. Feldman
Comptroller

Ambassador Stephen Low
Director, Foreign Service Institute

Dr. Eben H. Dustin
Medical Director

Ambassador George S. Vest - Designate
Director General of the Foreign Service and
Director of Personnel

Mr. Donald J. Bouchard
Deputy Assistant Secretary
Bureau of Personnel

Ambassador Herman J. Cohen
Deputy Assistant Secretary
Bureau of Personnel
(Presently Acting Director General)

Mr. Robert E. Lamb
Assistant Secretary for Administration and Security

Mr. Harvey A. Buffalo
Deputy Assistant Secretary for Foreign Buildings

Mr. David C. Fields
Deputy Assistant Secretary for Security

Mr. Day O. Mount
Deputy Assistant Secretary for Information Systems

Mr. Robert C. Ribera
Deputy Assistant Secretary for Communications

Ambassador John R. Burke
Deputy Assistant Secretary for Classification/
Declassification Center